Colchester Public Schools
District
Safe School Climate Coordinator
Job Description

Overview:
The Safe School Climate Coordinator will be responsible for working with district and school administration to aid Safe School Climate Committees (SSCC) in building a positive school climate continuum across the district and implement the Safe School Climate Plan.

Essential Duties and Responsibilities:
- Chair the district SSCC to ensure effectiveness in:
    - Establishing a comprehensive district climate committee in accordance with the law and District Safe School Climate Plan
    - Examining data with staff and administrators to design and implement a continuum of services within the district that supports teaching and reinforcing prosocial behaviors across the school settings
    - Leading SSCC and align work with other committees, such as the Diversity, Equity, and Inclusion committee, and intervention teams, such as student assistance teams
    - Facilitating discussions regarding the efficacy of interventions to determine changes needed in programming
    - Coordinating training of school teams
    - Collecting and interpreting state and local data concerning behaviors, suspensions, detentions and expulsions
    - Providing schools with available resources to build structures for interventions with behaviorally challenged students
- Plans monthly meetings with SSCC Specialists and Administrators to identify effective evidence-based and intervention strategies. Strategies may include, but are not limited to the following:
    - With School Administrators and SSCC, lead the District in the strategy for fostering a positive climate
    - With School Administrators and SSCC, lead in the identification of a positive behavioral intervention and support process or another evidence-based curriculum for safe school climate for the prevention of bullying
    - With School Administrators and SSCC, plan for the strategies to make students aware of school rules prohibiting bullying, harassment and intimidation and establish appropriate consequences for those who engage in such acts
    - With the Director of Teaching and Learning, develop inclusion of grade-appropriate social-emotional and bullying education and prevention curricula in kindergarten through high school
    - Facilitate the identification of evidence-based prevention and intervention strategies identified by the SSCC
- As part of the District Safe School Climate Committee:

- Coordinate, at the district level, the administration of a bi-ennial assessment using the school climate assessment instruments including surveys, approved and disseminated by the State Department of Education for each school
- Collect, review and analyze data obtained from climate surveys, make necessary modifications to the district plan
- Compare and contrast survey results with the National School Climate Standards and best practices
- Coordinate all annual training according to programs provided by the State Department of Education (CSDE)

Knowledge, Skills & Abilities:

- Keeps abreast of developments in techniques, philosophy, and content in the professional literature and attends in-service training relating to safe school climate systems in conjunction with the CSDE
- Understands student emotional, social, and academic needs and how students differ in their approaches to school

Position Qualifications:

- Certification as a teacher issued by the CSDE
- Exemplary performance/experience working with assigned school age appropriate students
- Strong leadership skills
- Demonstrates knowledge of effective behavior strategies and ways to work with students
- Knowledge of district and state requirements regarding managing student behavior
- Ability to work effectively as a team member

Other Requirements:

- Background checks

Terms of Employment:

School calendar year; stipend position

Evaluated by:

Director of Teaching and Learning